

JOB OPPORTUNITY BULLETIN

LEGISLATIVE COUNSEL BUREAU LEGISLATIVE DATA CENTER



POSITION:

INFORMATION TECHNOLOGY SPECIALIST I, RANGE E (7DP018) (EQUIVALENT TO: STAFF PROGRAMMER ANALYST (SPECIALIST) OR SYSTEMS SOFTWARE SPECIALIST I (TECHNICAL))

JOB LOCATION: SACRAMENTO, CALIFORNIA

SALARY: \$4,900-\$6,255

FINAL FILING DATE: JUNE 22, 2007

Duties and Responsibilities: Under the general direction of an Information Systems Manager, the Information Technology Specialist I (ITS I) performs as a team member or works independently, providing all phases of full journey-level support and administration of UNIX servers and SAN storage. The ITS I is responsible for designing, configuring and implementing hardware and software architectures for a medium-sized enterprise. The ITS I acts as a lead technical specialist and consultant for the Data Center's technical architecture, which supports a variety of diverse and special-purpose, vendor-supplied packaged software products that require configuration, integration, and customization. The ITS I is a skilled and knowledgeable technical specialist and works on complex projects where the consequence of failure could have an adverse impact on the business success of the Data Center. The ITS I is responsible for recommending, configuring, installing and maintaining computer hardware and software architectures to meet the business requirements of the Data Center's customers. This position requires working late nights, weekends, extended hours, and on-call hours as necessary to resolve problems or to perform implementation of technical architecture projects.

WHO MAY APPLY: Applicants need not be a current or former State employee nor be on a State exam list to apply, but need to meet the Minimum Qualifications listed below. It is your responsibility to make sure that you meet the minimum qualifications listed below. Your signature on your application indicates that you have read, understood, and possess the minimum qualifications required. Under the LDC's position-specific selection program, candidates do not have to be on a State list in order to apply. LDC may use this selection process for up to one year to fill other vacancies, where job-related knowledge, skills, abilities and behaviors are the same or substantially similar to this advertised position. Applications will be screened and interviews scheduled for those candidates possessing the best qualifications and experience. Subject to SROA/Surplus.

HOW TO APPLY: Submit a standard state application and resume which demonstrates that you meet the Minimum Qualifications listed below to the Legislative Counsel Bureau Personnel Office, Attn: H. Chu, 925 L Street, Suite 900, Sacramento, CA 95814. Applications must be received in the personnel office by 5:00 p.m., Friday, June 22, 2007, or be postmarked by this date. **You must include on your application the alpha-numeric process indicator number 7DP018 after the position title on your application. Applications that do not contain the process indicator number will not be processed.** Please note on your application how you heard about this position. Technical questions regarding the position may be directed to Gurinder Bains at (916) 341-8655. Questions regarding the application process may be directed to Personnel at (916) 341-8330.

MINIMUM QUALIFICATIONS: Demonstrated ability to effectively analyze, design, configure, implement, maintain, and evaluate various hardware and software for application infrastructure architecture for a medium-sized enterprise. Demonstrated experience in supporting and maintaining UNIX operating systems, to include the current version of Solaris, AIX, or Linux. Demonstrated experience in the administration of SAN or NAS Storage. Demonstrated ability to act as a lead technical specialist and consultant for application infrastructure architecture,

CONTINUED ON THE REVERSE

which consists of multi-vendor hardware and software and supports a variety of special-purpose in-house software, databases, and third-party bundled software. Demonstrated ability to work as a team member to coordinate and ensure the effective operations of complex hardware and software server configurations. Demonstrated ability to work independently without detailed directions as a technical expert on complex multi-vendor server and storage administration projects. Demonstrated ability to work as part of a project team on complex application infrastructure projects. Demonstrated ability to resolve problems in a quick and efficient manner. Ability to handle stressful situations in a professional manner. Excellent oral and written communications skills. Ability to execute precise actions through appropriate communications and change controls. Ability to assimilate new complex technologies quickly, match the technologies to business requirements, and disseminate detailed technical information to appropriate audiences effectively. Demonstrated ability to perform complex, highly detail-oriented application infrastructure system administration and support tasks. Ability to think tactically and strategically to provide information technology solutions and services that meet the customers' needs and fit into the IT architecture of the Data Center.

DESIRABLE QUALIFICATIONS: A minimum of one (1) year of experience performing advanced administration and support of high availability systems (cluster/grid) and large platform UNIX-based systems. Knowledge of system virtualization. Experience with Solaris, Linux, AIX, SAN, NAS, Shell scripting, Disk Suite, Veritas Volume Manager, networking, apache web server, Tivoli Storage Manager, and hardware/software debugging are highly desired. Demonstrated knowledge of project management practices to ensure projects stay on schedule and appropriate action is taken when problems occur. Demonstrated ability to act as a project leader on projects involving complex architectures and system configurations.

SELECTION INFORMATION:

The Legislative Counsel Bureau is an equal opportunity employer to all regardless of race, color, creed, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

OTHER RELATED INFORMATION

The Legislative Counsel Bureau reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service law and rules and all competitors will be notified.

At the conclusion of a selection process, the LCB reserves the right to establish a pool of eligibles comprised of the most qualified candidates who competed in the process. This pool may be used to fill subsequent vacancies, which require substantially similar knowledge, skills, abilities and behaviors. Such pools can be used for a period not to exceed one year from the final filing date of the original selection process.

Applications are available at State Personnel Board Offices, local offices of the Employment Development Department and the Legislative Counsel Bureau Personnel Office. The application form (Std. 678) is also available in several formats on the State Personnel Board's website at: <http://www.spb.ca.gov/employment>

THIS IS A COMPETITIVE PROCESS. If you meet the minimum qualifications stated on this bulletin, you may file for this position. Possession of the qualifications does not guarantee inclusion in the selection process. Your performance in the selection process will be compared with the performance of all others who participate in this process, and does not guarantee an appointment to the position.

Interview Scope: If an interview is conducted, in addition to the minimum and desirable qualifications described on this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of experience. Evaluation of a candidate's personal development will include consideration of a recognition of training needs; plans for self-development; and the progress made in efforts toward self-development.

California Relay Service TDD: 1-800-735-2929 Voice: 1-800-735-2922